

Meeting #37 - October 2

The Madison County Board of Supervisors held a Continued Meeting on October 2, 2019 at 5:30 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chair
 Amber Foster, Vice-Chair
 Jonathon Weakley, Member
 Kevin McGhee, Member
 Charlotte Hoffman, Member
 Jack Hobbs, County Administrator
 Sean Gregg, County Attorney

Call to Order, Determination of a Quorum, Pledge of Allegiance & Moment of Silence

Adoption of Agenda:

Supervisor Hoffman moved that the Agenda be adopted as presented, seconded by Supervisor Foster. **Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0).**

Supervisor Weakley: Provided clarification that the closed session is being held prior to the Joint Meeting with the Madison County Planning Commission which will commence at 7:00 p.m. Today's closed session will focus on discussing financial matters

1. Closed Session: Financial Advisor Interviews:

- a. Kristy Choi & Kevin Rotty (PFM Financial Advisors)
- b. Kyle Laux, Roland Kesch & Griffin Moore (Davenport & Company)

Supervisor Foster moved that the Board convene in a closed session pursuant to Virginia Code Section 2.2-3711(A)(29) for discussion of the award of a public contract involving the expenditure of public funds, including interviews of offerors for financial advisory services, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Board of Supervisors, seconded by Supervisor McGhee.

Supervisor Foster moved that the Board re-convene in open session, seconded by Supervisor Hoffman. Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0).

*Supervisor Foster moved to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(29), and only matters that were identified in the motion to convene in a closed session were heard, discussed or considered in the closed meeting, seconded by Supervisor McGhee. **Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0).***

The Madison County Board of Supervisors recessed until 7:00 p.m.

7:00 PM

The Madison County Planning Commission and Madison County Board of Supervisors Joint Meeting commenced at 7:00 p.m.

As stated on the Agenda for the Madison County Planning Commission, Case No. SP-01-19-19 will need to be added to the Madison County Board of Supervisors' portion of tonight's Agenda Document.

Supervisor Weakley moved that the Board approve the Agenda as amended to include Case No. SP-01-19-10, seconded by Supervisor Foster. Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0).

a. Case No. SP-10-19-17: A site plan request by Artale Properties LLC (Chris Artale) to utilize an existing B1 (Business) zoned parcel as the location of office and/or retail uses. The subject site roughly 17,598 sq. ft. in area and is improved by an existing single-family dwelling. The property's address is 321 Washington Street, and is identified on Madison County's Tax Maps as 39-91B. The request has VDOT and health department approval.

Mr. Artale was present to answer any questions pertaining to tonight's request.

Supervisor Foster moved that Case No. SP-10-19-17 as recommended by the Madison County Planning Commission, seconded by Supervisor Hoffman. *Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0).*

b. Case No. S-10-19-13: Request by AC Limited Partnership (Treasure Arrington) for a subdivision plat to create one (1) lot with residue. The existing (parent) parcel is roughly 6.59 acres and is zoned A1 (General Agriculture). The newly created parcel would be 3.59 acres. In the A1 district the minimum lot area is 3 (three) acres. The subject 6.59-acre parcel is located on Jacks Shop Road (Rt. 621) and is identified on Madison County's Tax Maps as 62-17.

➤ *Supervisor McGhee: Made reference to the number of existing entrances.*

Supervisor McGhee moved that Case No. S-10-19-13 be approved as recommended by the Madison County Planning Commission, seconded by Supervisor Foster. *Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0).*

c. Case No. S-10-19-14: Request by Marvin Jenkins & Andrew Gayhart for a subdivision plat to create three (3) lots with residue. The existing (parent) parcel is roughly 115.5 acres and is zoned A1 (General Agriculture). The newly created parcels would be 10 acres, 7.7 acres and 5.0 acres; all served by an existing right-of-way. The subdivision plat makes boundary line adjustments and consolidates three (3) existing parcels into two (2) parcels which adjoin the 115.5-acre parcel. The subject is located on Leon Road (Rt. 631) and is identified on Madison County's Tax Maps as 43-2E.

➤ *Supervisor Weakley: Referred to a citizen's concerns that tonight's request will not end up being large subdivision (comparable to Malvern Subdivision).*

Supervisor Hoffman moved that Case No. S-10-19-14 be approved as recommended by the Madison County Planning Commission, seconded by Supervisor Weakley. *Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0).*

d. Case No. S-10-19-15: Request by Jenkins Living Trust (Lois T. Jenkins) for a subdivision plat to create one (1) lot with residue. The existing (parent) parcel is roughly 131 acres and is zoned A1 (General Agriculture). The newly created parcel would be 30.25 acres. The subject 131-acre parcel is located on Lost Mountain Road (Rt. 691) and is identified on Madison County's Tax Maps as 58.3.

Supervisor McGhee moved that Case No. S-10-19-15 be approved as recommended by the Madison County Planning Commission, seconded by Supervisor Foster. *Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0).*

e. Case No. SU-10-19-18: Request of John & Emily Howard for an indefinite special use permit to operate a kennel. The subject property is zoned B1 (General Business) and in this district a kennel is allowable by special use permit. The site is roughly 1.5 acres in area and is improved by a commercial structure. The kennel would provide pet grooming and boarding with no outside run outs. The property's address is 160 Kirtley Road, and is identified on Madison County's Tax Maps as 33-18.

Supervisor Weakley moved that Case No. SU-10-19-18 be approved as recommended by the Madison County Planning Commission, seconded by Supervisor Hoffman. *Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0)*

f. Case No. SU-08-10-10: A Site plan request by Shenandoah Hills RV Resort & Cottages, LLC for upgrades to an existing campground to construct six (6) new structures, remodel an existing building, upgrades to existing amenities, on-site road improvements and seventy-five (75) additional full hook-up RV sites. This property is located at 110 Campground Lane (Off Route 29 Southbound Lane) and contains 29.7 acres of land, the site is zoned Business (B1) and agriculture (A1). The site is identified on Madison County's Tax Maps as 48-7Y.

The County Attorney advised that it's hoped that all aspects of the case will be complete by October 8'2019; however, if all isn't complete, the request could be continued and/or tabled until the Board's meeting at the end of October.

Supervisor Weakley: Verbalized favor of the aforementioned request with the hope that the request can be resolved as quickly as possible.

Supervisor Weakley moved that Case No. SP-08-19-10 be tabled until October 8'2019, seconded by Supervisor Foster. *Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay: (0).*

g. Case No. SU-19-17-16: Request by Thomas & Nancy Mazzola, Co-trustees of the Thomas Andrew Mazzola and Nancy Kathleen Mazzola Trust for an indefinitely special use permit to operate a bed and breakfast from an existing home. This property is located on Route 696 (833 Tinsley Drive) and contains 19.564 acres of land near Radiant; the property is zoned A-1. *(This SUP was approved on 10'4'2017 and 'issued as a two-year permit')*

The County Attorney noted that the records on hand don't clarify why the permit was issued as a 'two-year permit', and feels that instead of converting the permit to a 'permanent permit', the request should be re-advertised in an effort to ascertain why the aforementioned request was handled as it was. He further recommended that the County:

- Notify all neighbors of the special use permit request
- Attain input from all neighbors
- Discuss the request
- Approve the request on a permanent basis (as deemed appropriate by the Planning Commission & Board of Supervisors)
- Assess whether it would necessary for the applicant to pay an additional application fee

Ligon Webb, County Planner, noted that the case will be re-advertised as suggested by the County Attorney.

Information/Correspondence: The County Administrator provided information on the following items:

a. Criglersville School

- Good pre-bid conference on September 30th with twelve (12) contractors in attendance
- Bid due date posted to October 16th (at the request of the contractors)
- Addendum to be posted on Friday
- Roger Berry (Director of Facilities) will be asked to organize the Open House scheduled for October 15th to allow citizens one last walk-through of the building
- Citizens will be asked to provide a written request for any items inside or attached to the old building

b. Personnel Study

- Still working on job descriptions discussed during the last meeting session
- An oral report will be provided on October 8'2019

c. Codification Project

- Hard copies circulated to the Board today
- Conference held with Municode representatives on yesterday
- The next communication with Municode consultants will be the County's last opportunity to request any changes before the final edition is presented for approval by the Board; they are requesting that the document be delivered to them by November
- Any comments, questions or suggestions need to be relayed onto the County Attorney as soon as possible
- Next documents to be delivered from Municode will be sometime in January 2020

d. County Administrator Evaluation

- Process deadline is by the end of October
- Materials provided at tonight's meeting

e. Committee Appointment Process

- Suggested that efforts be made to work on committee appointments prior to the 2020 Organizational meeting

F. School Board Appropriation

- Need to discuss ways to handle the error in the school's budget process
- Discuss ways to offset funding costs for healthcare

G. Phone system

- Training will be held on Monday/Tuesday on the new phone system
- New phone system will 'go live' at 3:00 p.m. on Tuesday, October 8'2019 (prior to BOS meeting at 4:00 p.m. on October 8'2019)
- Accolades to the Finance Director & Staff for all of their efforts
- New department extension information will be posted to the County's website

A closed session may be necessary next week to discuss some issues.

Public Comment

Adjourn

With no further action being required, Supervisor Hoffman moved that the meeting be adjourned at 8:45 p.m., seconded by Supervisor Foster. *Aye: Jackson, Foster, Weakley, McGhee, Hoffman. Nay:*

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of the Madison County Board of Supervisors

Adopted on: October 8, 2019

Copies: Board of Supervisors, County Attorney & Constitutional Officers



Agenda

Board of Supervisors Meeting
 Wednesday, October 2, 2019, 2019 at 5:30 p.m.
 County Administration Building Auditorium
 414 N. Main Street, Madison, Virginia 22727

Call to Order, Determination of a Quorum, Pledge of Allegiance, Moment of Silence &
 Adoption of an Agenda

1. Closed Session: Financial Advisor Interviews

- A. Kristy Choi & Kevin Rotty (PFM Financial Advisors)
- B. Kyle Laux & David Rose (Davenport & Company)

Adjourn for Planning Commission Meeting

Public Comment

2. Public Hearings:

- A. **Case No. SP-10-19-11:** A site plan request by Artale Properties LLC (Chris Artale) to utilize an existing B1 (Business) zoned parcel as the location of office and/or retail uses. The subject site roughly 17,598 sq. ft. in area and is improved by an existing single-family dwelling. The property's address is 321 Washington Street, and is identified on Madison County's Tax Maps as 39-91B.
- B. **Case No. S-10-19-13:** Request by ACLimited Partnership (Treasure Arrington) for a subdivision plat to create one (1) lot with residue. The existing (parent) parcel is roughly 6.59 acres and is zoned A1 (General Agriculture). The newly created parcel would be 3.59 acres. In the A1 district the minimum lot area is 3 (three) acres. The subject 6.59-acre parcel is located on Jacks Shop Road (Rt. 621) and is identified on Madison County's Tax Maps as 62-17.

- C. **Case No. S-10-19-14:** Request by Marvin Jenkins & Andrew Gayheart for a subdivision plat to create three (3) lots with residue. The existing (parent) parcel is roughly 115.5 acres and is zoned A1 (General Agriculture). The newly created parcels would be 10 acres, 7.7 acres and 5.0 acres; all served by an existing right-of-way. The subdivision plat makes boundary line adjustments and consolidates three (3) existing parcels into two (2) parcels which adjoin the 115.5-acre parcel. The subject 115.5-acre parcel is located Leon Road (Rt.631) and is identified on Madison County's Tax Maps as 43-2E.
- D. **Case No. S-10-19-15:** Request by Jenkins Living Trust (Lois T. Jenkins) for a subdivision plat to create one (1) lot with residue. The existing (parent) parcel is roughly 131 acres and is zoned A1 (General Agriculture). The newly created parcel would be 30.25 acres. The subject 131-acre parcel is located on Lost Mountain Road (Rt. 691) and is identified on Madison County's Tax Maps as 58-3.
- E. **Case No. SU-10-19-4:** Request of John & Emily Howard for an indefinite special use permit to operate a kennel. The subject property is zoned B1 (General Business) and in this district a kennel is allowable by special use permit. The site is roughly 1.5 acres in area and is improved by a commercial structure. The kennel would provide pet grooming and boarding with no outside run outs. The property's address is 160 Kirtly Road, and is identified on Madison County's Tax Maps as 33-18.
- F. **Case No. SP-08-19-10:** *A site plan request by Shenandoah Hills RV Resort & Cottages, LLC for upgrades to an existing campground to construct six (6) new structures, remodel an existing building, upgrades to existing amenities, on-site road improvements and seventy-five (75) additional full hook-up RV sites. This property is located at 110 Campground Lane (off Route 29 Southbound Lane) and contains 29.7 acres of land, the site is zoned Business (B1) and Agriculture (A1). The site is identified on Madison County's Tax Maps as 48-7Y.*
- G. **Case No. SU-10-17-16:** *Request by Thomas & Nance Mazzola, Co-Trustees of the Thomas Andrew Mazzola and Nancy Kathleen Mazzola Trust for an indefinite special use permit to operate a bed and breakfast from an existing home. This property is located on Route 696 (833 Tinsley Drive) and contains 19.564 acres of land near Radiant; the property is zoned A1. (This SUP was approved on 10/4/2017 & "issued as a two-year permit")*

Information/Correspondence (if any)

Adjournment